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# Revision Book

## for 2º Bachillerato



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How to pass 1º when you are in 2º

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# Revision Book

2° Bachillerato  
Grammar

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## 1. VERB TENSES

BARE INFINITIVE:

GERUND:

FULL INFINITIVE:

PAST PARTICIPLE:

	ACTIVE	PASSIVE
PRESENT SIMPLE		
PRESENT CONTINUOUS		
PRESENT PERFECT		
PRESENT PERFECT CONT.		XXXXXXXXXXXXXXXXXX
PAST SIMPLE		
PAST CONTINUOUS		
PAST PERFECT		
PAST PERFECT CONT.		XXXXXXXXXXXXXXXXXX
FUTURE SIMPLE		
FUTURE CONTINUOUS		XXXXXXXXXXXXXXXXXX
FUTURE PERFECT		
CONDITIONAL		
CONDITIONAL PERFECT		

All **continuous tenses** are formed by the auxiliary **be** and the **-ing form** of the verb.

All **perfect tenses** are formed by the auxiliary **have** and the **past participle** of the verb.

All **passive tenses** are formed by the auxiliary **be** and the **past participle** of the verb.

## 1. VERB TENSES

### TIMELINE

SIMPLE ACTIVE	SIMPLE PASSIVE		PROGRESSIVE / CONTINUOUS ACTIVE	PROGRESSIVE / CONTINUOUS PASSIVE
PAST TIME				
^				
She <b>had already eaten</b> when I arrived.	The painting <b>had been sold</b> twice before it was destroyed.	^	I <b>had been waiting</b> for four hours when he finally arrived.	The house <b>had been being painted</b> for over a month before they began to decorate the interior. *
^				
I <b>bought</b> a new car last week.	The book <b>was written</b> in 1876 by Frank Smith.	^	I <b>was watching TV</b> when she arrived.	The problem <b>was being solved</b> when I arrived late for class.
^				
She <b>has lived</b> in California for many years.	The company <b>has been managed</b> by Fred Jones for the last two years.	^	She <b>has been working</b> at Johnson's for six months.	The students <b>have been being taught</b> for the last four hours. *
^				
He <b>works</b> five days a week.	Those shoes <b>are made</b> in Italy.	^	I <b>am working</b> at the moment.	The work <b>is being done</b> by Jim.
PRESENT MOMENT				
FUTURE INTENTION				
^				
The sun <b>will shine</b> tomorrow.	The food <b>will be brought</b> later.	^	They <b>are going to fly</b> to New York tomorrow.	The reports <b>are going to be completed</b> by the marketing department.
FUTURE SIMPLE				
^				
I <b>will have completed</b> the course by the end of next week.	The project <b>will have been finished</b> by tomorrow afternoon.	^	She <b>will be teaching</b> tomorrow at six o'clock.	The rolls <b>will be being baked</b> at two. *
FUTURE PERFECT				
^				
FUTURE TIME				

# P

## resent Simple vs. Present Continuous

Fill in the blanks with the **PRESENT SIMPLE** or **CONTINUOUS** of the verbs in brackets.

1. How many brothers and sisters .....(you/ have)?.
2. Hold on a second, Mary. I want to turn off the gas; the water .....(boil) over.
3. Now I .....(realize) that I made a mistake.
4. Elephants.....(live) to be about as old as humans.
5. Our English teacher .....(not believe) in giving tests, only projects.
6. He .....(live) in town now, but he .....(move) to the country soon.
7. Dan won't be in the office next Tuesday; he .....(take) the day off.
8. My boss .....(always complain) about the amount of talking in the office.
9. How .....(you/feel) about new school?
10. I can tell by the look on your face that you .....(be) wrong. She .....(spell) her name with a "c", not with a "k".
11. I'm not sure about the trip. It .....(depend) on the weather.
12. Jenny and her grandmother are very close. They .....(phone) one another at least once a day.
13. She never ..... (visit) us on Sundays.
14. ....(you/always travel) to work by train?
15. The moon .....(revolve) around the Earth.
16. Rodney .....(write) another report.
17. Rita .....(rest) on the sofa. She's tired.
18. Sarah ..... (talk) on the phone.
19. We ..... (see) that your are working very hard.
20. She .....(often/visit) his aunt in Marbella.

# Past Simple vs. Past Continuous

Supply suitable past tenses of the verbs in brackets:

1. He ... .. (sit) in a cafe when I ... .. (see) him.
2. When I ... .. (go) out the sun ... .. (shine).
3. The boy ... .. (fall down) while he ... .. (run).
4. When the war ... .. (begin) we ... .. (live) in London.
5. The light ... .. (go out) v while I ... .. (have) tea.
6. I ... .. (have) tea when the light ... .. (go out).
7. My friends ... .. (sing) when I ... .. (come) into the room.
8. While you ... .. (play) the piano I ... .. (write) a letter.
9. When I ... .. (be) at school I ... .. (learn) Latin.
10. He ... .. (eat) his dinner when I ... .. (go) to see him.
12. When it ... .. (rain) she ... .. (carry) an umbrella.
13. She ... .. (die) while she ... .. (run) after a bus.
14. We ... .. (drink) coffee every day when we ... .. (be) in France.

# P

## resent Perfect vs Simple Past

The **present perfect** is used when the **time period has NOT finished**:

➔ **I have seen three movies this week.**

(This week has not finished yet.)

The **simple past** is used when the **time period HAS finished**:

➔ **I saw three movies last week.**

(Last week has finished.)

The **present perfect** is often used when giving **recent news**:

➔ **Martin has crashed his car again.**

(This is new information.)

The **simple past** is used when giving **older information**:

➔ **Martin crashed his car last year.**

(This is old information.)

The **present perfect** is used when the **time is not specific**:

➔ **I have seen that movie already.**

(We don't know when.)

The **simple past** is used when the **time is clear**:

➔ **I saw that movie on Thursday.**

(We know exactly when.)

The **present perfect** is used with **for** and **since**, when the **actions have not finished yet**:

➔ **I have lived in Victoria for five years.**

(I still live in Victoria.)

The **simple past** is used with **for** and **since**, when the **actions have already finished**:

➔ **I lived in Victoria for five years.**

(I don't live in Victoria now.)



## 1. VERB TENSES

1. A: Did you like the movie "Star Wars"?

B: I don't know. I (see, never)  that movie.

2. Sam (arrive)  in San Diego a week ago.

3. My best friend and I (know)  each other for over fifteen years. We still get together once a week.

4. Stinson is a fantastic writer. He (write)  ten very creative short stories in the last year. One day, he'll be as famous as Hemingway.

5. I (have, not)  this much fun since I (be)  a kid.

6. Things (change)  a great deal at Coltech, Inc. When we first (start)  working here three years ago, the company (have, only)  six employees. Since then, we (expand)  to include more than 2000 full-time workers.

7. I (tell)  him to stay on the path while he was hiking, but he (wander)  off into the forest and (be)  bitten by a snake.

8. Listen Donna, I don't care if you (miss)  the bus this morning. You (be)  late to work too many times. You are fired!

9. Sam is from Colorado, which is hundreds of miles from the coast, so he (see, never)  the ocean. He should come with us to Miami.

10. How sad! George (dream)  of going to California before he died, but he didn't make it. He (see, never)  the ocean.



## 1. VERB TENSES

# Past Perfect

## FORM Past Perfect

[HAD] + [PAST PARTICIPLE]

Examples:

*I had studied a little English when I came to the U.S.*

*They had never met an American until they met John.*

**NOTE:** When you are using a verb tense with more than one part such as Past Perfect (had met), adverbs often come between the first part and the second part (had never met).

**USE 1** Completed Action Before Something in Past



The Past Perfect expresses the idea that something occurred before another action in the past. It can also show that something happened before a specific time in the past.

EXAMPLES:

*I had never seen such a beautiful beach before I went to Kauai.*

*Had you ever visited the U.S. before your trip in 1992?*

*Yes, I had been to the U.S. once before in 1988.*

**USE 2** Duration Before Something in the Past (Non-continuous Verbs)



With Non-progressive Verbs and some non-progressive uses of Mixed Verbs, we use the Past Perfect to show that something started in the past and continued up until another action in the past.

## 1. VERB TENSES

### EXAMPLES:

We had had that car for ten years before it broke down.

By the time Alex finished his studies, he had been in London for over eight years.

### IMPORTANT Specific Times with the Past Perfect

Unlike the Present Perfect, it is possible to use specific time words or phrases with the Past Perfect. Although this is possible, it is usually not necessary.

### EXAMPLE:

She had visited her Japanese relatives once in 1993 before she moved in with them in 1996.

If the Past Perfect action did occur at a specific time, the Simple Past can be used instead of the Past Perfect when *before* or *after* is used in the sentence. The words *before* and *after* actually tell you what happens first so the Past Perfect is optional. Both sentences below are correct.

### EXAMPLE:

She had visited her Japanese relatives once in 1993 before she moved in with them in 1996.

She visited her Japanese relatives once in 1993 before she moved in with them in 1996.

## HOWEVER

If the Past Perfect action did not happen at a specific time, Past Perfect **MUST** be used at all times. Compare the two sentences below.



### EXAMPLE:

She had never seen a bear before she moved to Alaska. **Correct**

She never saw a bear before she moved to Alaska. **Not Correct**

## 1. VERB TENSES

### Fill in the verbs in the right tense: Past Perfect or Past Simple

**Example:** Pat \_\_\_\_ (*to live*) in London before he \_\_\_\_ (*to move*) to Rome.

**Answer:** Pat **had lived** in London before he **moved** to Rome.

1. After Fred \_\_\_\_\_ (*to spend*) his holiday in Italy he \_\_\_\_\_ (*to want*) to learn Italian.
2. Jill \_\_\_\_\_ (*to phone*) Dad at work before she \_\_\_\_\_ (*to leave*) for her trip.
3. Susan \_\_\_\_\_ (*to turn on*) the radio after she \_\_\_\_\_ (*to wash*) the dishes.
4. When she \_\_\_\_\_ (*to arrive*) the match \_\_\_\_\_ already \_\_\_\_\_ (*to start*).
5. After the man \_\_\_\_\_ (*to come*) home he \_\_\_\_\_ (*to feed*) the cat.
6. Before he \_\_\_\_\_ (*to sing*) a song he \_\_\_\_\_ (*to play*) the guitar.
7. She \_\_\_\_\_ (*to watch*) a video after the children \_\_\_\_\_ (*to go*) to bed.
8. After Eric \_\_\_\_\_ (*to make*) breakfast he \_\_\_\_\_ (*to phone*) his friend.
9. I \_\_\_\_\_ (*to be*) very tired because I \_\_\_\_\_ (*to study*) too much.

I can't believe I (get) \_\_\_\_\_ that apartment. I (submit) \_\_\_\_\_ my application last week, but I didn't think I had a chance of actually getting it. When I (show) \_\_\_\_\_ up to take a look around, there were at least twenty other people who (arrive) \_\_\_\_\_ before me. Most of them (fill, already) \_\_\_\_\_ out their applications and were already leaving. The landlord said I could still apply, so I did.

I (try) \_\_\_\_\_ to fill out the form, but I couldn't answer half of the questions. They (want) \_\_\_\_\_ me to include references, but I didn't want to list my previous landlord because I (have) \_\_\_\_\_ some problems with him and I knew he wouldn't recommend me. I (end) \_\_\_\_\_ up listing my father as a reference.

It was total luck that he (decide) \_\_\_\_\_ to give me the apartment. It turns out that the landlord and my father (go) \_\_\_\_\_ to high school together. He decided that I could have the apartment before he (look) \_\_\_\_\_ at my credit report. I really lucked out!

## 1. VERB TENSES

### Fill in the verbs in the right tense.

Lars: Excuse me, which movie are you waiting for?

Tony: We (wait)  for the new Stars Wars Phantom Menace movie. In fact, we (wait)  here for more than five hours.

Lars: Five hours? When did you arrive?

Tony: We (get) got here at 6:00 o'clock this morning. More than forty people (stand,already)  here waiting for tickets when we arrived.

Lars: I can't believe that! Are you serious?

Tony: Yeah, people (take)  Star Wars movies seriously. In fact, this particular showing has been sold out for over a week. We (wait, just)  in line to get a good seat in the theater.

Lars: When did you buy your tickets?

Tony: I (buy)  them last week by phone. I (know)  tickets would be hard to get because I (hear)  on the news that a group of people in Los Angeles (wait)  in line for almost a month to buy some.

Lars: I don't believe that!

Tony: It's true. They (camp)  out in front of Mann's Chinese Theater in Los Angeles for about a month because they (want)  to be the first people to see the movie.

# T

## HE PASSIVE VOICE

Rewrite these sentences in the passive.

1. Hooligans have spoilt the enjoyment of football.

*The enjoyment of football has been spoilt by hooligans.*

2. The referee watched the players very closely.

.....

3. They play American football in many countries nowadays.

.....

4. Someone's taken my pen.

.....

5. They won't postpone the football match, despite the rain.

.....

6. Did your teacher give you extra homework?

.....

**Rewrite these sentences in the active.**

1. *La Colmena* was written by Camilo José Cela.

Camilo José Cela *wrote La Colmena*.

2. He's been offered a new part in the film.

They .....

3. I'm sure she'll be given a nice present.

I'm sure they .....

4. I haven't been invited to John's party.

John .....

5. Peter has been attacked by a large dog.

A large dog .....

6. The students were told by their teacher to be quiet.

The teacher .....



A large rectangular box with a thin black border, intended for additional practice or notes.

## 2. THE PASSIVE VOICE

Put the transitive verbs into the passive voice. Do not mention the agent unless it seems necessary.

1 The milkman brings the milk to my door but the postman leaves the letters in the hall.

2 In future, perhaps, they won't even bring letters to the houses, and we shall have to collect them from the Post Office.

3 People steal things from supermarkets every day; someone stole twenty bottles of whisky from this one last week.

4 Normally they sweep this street every day, but nobody swept it last week.

5 The postman clears this box three times a day. He last cleared it at 2.30.

6 Someone turned on a light in the hall and opened the door.

7 Women clean this office in the evening after the staff have left; they clean the upstairs offices between seven and eight in the morning.

8 We never saw him in the dining-room. A maid took all his meals up to him.

9 Someone left this purse in a classroom yesterday; the cleaner found it.

10 We build well over 1000 new houses a year. Last year we built 1500.

11 We serve hot meals till 10.30, and guests can order coffee and sandwiches up to 11.30.

12 Passengers leave all sorts of things in buses. The conductors collect them and send them to the  
Lost Property Office.

13 An ambulance took the sick man to hospital. (*mention ambulance*)

# G

## erunds and infinitives

### 1. Complete these sentences with the gerund or to + infinitive of the verbs in brackets.

- I don't want *to join* (join) in this game because it involves *running* (run) a lot.
- He denied ..... (tell) a lie but refused .....(say) where he had been.
- I'm sorry, but I can't avoid ..... (make) so much mess with the paint.  
I promise ..... (clean up) in a few minutes.
- Would you like ..... (come) to the cinema with me or do you feel like ..... (go) to the theatre?
- Why do you keep on ..... (waste) your time? Get on with your homework.
- When you finish ..... (do) the washing-up, don't forget ..... (sweep) the floor.

### 2. Choose the correct answer.

- I want ... you something.  
a) telling                      b) tell                      c) to tell
- It began ... an hour ago.  
a) to get cloudy              b) getting cloudy              c) clouding
- She wants ... on holiday with her.  
a) me go                      b) that I go                      c) me to go
- I learned ... at the age of three.  
a) to swim                      b) swim                      c) to swimming
- How about ... out tonight?  
a) to go                      b) going                      c) go
- I prefer ... films to reading novels.  
a) to watch                      b) watching                      c) having watched

### 3. Put the words in the correct order.

- swim / The / coast guard / advised / to / not / us  
*The coast guard advised us not to swim.*
- practising / The / keep/ on / football coach / to / advised / me  
.....
- before / we / to / finish / Are / expected / the end of/ the/ lesson / ?  
.....
- diary / grandmother / wouldn't / me / read / My / to / her / allow  
.....
- eat / what / you / like / enables / to / on your own / have / Living / you  
.....
- scooter / new / My / my / has / brother / persuaded / him / to / me / lend  
.....

### 4. Complete these sentences using the *let / make + object + infinitive without to* structure.

- The teacher made me *repeat the exercise twice*.
- I think you should let him .....
- Tom asked his father to let him .....
- Children should be made to .....
- Dog owners should be made to .....
- Now he's 18, are you going to let him .....



### 3. VERB PATTERNS

Verb Pattern	Structure	Examples
verb + infinitive	This is one of the most common verb combination forms.	I waited to begin dinner. They wanted to come to the party.
verb + verb + ing	This is one of the most common verb combination forms.	They enjoyed listening to the music. They regretted spending so much time on the project.
verb + verb + ing OR verb + infinitive - no change in meaning	Some verbs can combine with other verbs using both forms without changing the basic meaning of the sentence.	She started to eat dinner. OR She started eating dinner.
verb + verb + ing OR verb + infinitive - change in meaning	Some verbs can combine with other verbs using both forms. However, with these verbs, there is a change in the basic meaning of the sentence.	They stopped speaking to each other. => They don't speak to each other anymore. They stopped to speak to each other. => They stopped walking <i>in order to</i> speak to each other.
verb + indirect object + direct object	An indirect object is usually placed before a direct object when a verb takes both an indirect and direct object.	I bought her a book. She asked him the question.
verb + object + infinitive	This is the most common form when a verb is followed by both an object and a verb.	She asked her to find a place to stay. They instructed them to open the envelope.
verb + object + base form (infinitive without 'to')	This form is used with a few verbs (let, help and make).	She made her finish her homework. They let him go to the concert. He helped him paint the house.
verb + object + verb + ing	This form is less common than verb + object + infinitive.	I observed them painting the house. I heard her singing in the living room.
verb + object + clause with 'that'	Use this form for a clause beginning with 'that'.	She told him that she would worker harder. He informed him that he was going to resign.
verb + object + clause with 'wh-'	Use this form for a clause beginning with wh- (why, when, where)	They were instructed where to go. She told me why she had done it.
verb + object + past participle	This form is often used when someone does something for someone else.	He had his car washed. They want the report finished immediately.

#### 4. CONDITIONAL SENTENCES

Examples	Usage
<p><b>Conditional 0</b></p> <p><i>If I am late, my father takes me to school.</i></p> <p><i>She doesn't worry if Jack stays out after school.</i></p>	<p>Situations that are always true if something happens.</p> <p><b>NOTE</b></p> <p>This use is similar to, and can usually be replaced by, a time clause using 'when' (example: When I am late, my father takes me to school.)</p>
<p><b>Conditional 1</b></p> <p><i>If it rains, we will stay at home.</i></p> <p><i>He will arrive late unless he hurries up.</i></p> <p><i>Peter will buy a new car, if he gets his raise.</i></p>	<p>Often called the "real" conditional because it is used for real - or possible - situations. These situations take place if a certain condition is met.</p> <p><b>NOTE</b></p> <p>In the conditional 1 we often use <i>unless</i> which means 'if ... not'. In other words, '...unless he hurries up.' could also be written, '...if he doesn't hurry up.'</p>
<p><b>Conditional 2</b></p> <p><i>If he studied more, he would pass the exam.</i></p> <p><i>I would lower taxes if I were the President.</i></p> <p><i>They would buy a new house if they had more money.</i></p>	<p>Often called the "unreal" conditional because it is used for unreal - impossible or improbable - situations. This conditional provides an imaginary result for a given situation.</p> <p><b>NOTE</b></p> <p><b>The verb 'to be', when used in the 2nd conditional, is always conjugated as 'were'.</b></p>
<p><b>Conditional 3</b></p> <p><i>If he had known that, he would have decided differently.</i></p> <p><i>Jane would have found a new job if she had stayed in Boston.</i></p>	<p>Often referred to as the "past" conditional because it concerns only past situations with hypothetical results. Used to express a hypothetical result to a past given situation.</p>
<b>Structure</b>	
<p>Conditional 0 is formed by the use of the present simple in the <i>if</i> clause followed by a comma + the present simple in the <i>result</i> clause. You can also put the <i>result</i> clause first without using a comma between the clauses.</p> <p><i>If he comes to town, We have dinner</i></p> <p><i>We have dinner if he comes to town.</i></p>	

# C

## onditional sentences

### 1. Complete these sentences with the correct form of the verbs in brackets. (Conditional sentences type I)

1. If you *eat* (eat) so much junk food, you *get* (get) fat and unhealthy.
2. If she ..... (read) the Harry Potter books, she ..... (like) them a lot.
3. If you ..... (want) to buy her latest novel, you ..... (have) to get to a bookshop soon.
4. If she ..... (not / find) her glasses, she ..... (not / be) able to drive.
5. We ..... (go) to the cinema tonight if there ..... (not / be) anything better to do.

### 2. Give your partner advice for these situations. Use *If I were you*. (Conditional sentences type II)

1. You can't wake up in the morning.  
*If I were you I'd go to bed earlier.*
2. You don't understand a word your English teacher says.  
.....  
.....
3. You want to go out with your friends but you haven't got enough money.  
.....  
.....
4. You are feeling very depressed.  
.....  
.....
5. Your boy/girlfriend is angry with you and you don't know what to say to him/her.  
.....  
.....
6. Your parents are worried about you because you don't talk to them very much.  
.....  
.....

### 3. Complete these sentences with the correct form of the verbs in brackets. (Conditional sentences type III)

1. We might have got into the concert if we *had arrived* (arrive) earlier.
2. If she hadn't forgotten the map, she ..... (not / get) lost.
3. If they ..... (invite) me to their wedding, I'd have given them a present.
4. Where ..... (you / spend) your summer holidays if you had had enough time?
5. If we ..... (run), we wouldn't have missed the bus.
6. If she had told the truth, we ..... (believe) her.

### 4. Choose the correct form of the verb in each sentence. (Conditional sentences types I, II and III)

1. If I hadn't met / *didn't meet* Jim, I wouldn't have moved / *won't move* to London.
2. Unless they *phone* / *phoned* me, I *wouldn't go* / *won't go* out tonight.
3. *Would you told* / *have told* me if I *hadn't asked* / *didn't ask*?
4. If you *stop* / *had stopped* talking, we'll be able / *would be able* to hear.
5. What *would you do* / *would you have done* if you *haven't passed* / *hadn't passed* the test?

#### 4. CONDITIONAL SENTENCES

Choose the correct conditional form to complete the sentences below.

1. If I  (stay) in Boston, I would have found a new apartment.
2. She would help the poor if she  (be) the President.
3. If he goes to Rome on a business trip, he often  (visit) the Vatican.
4. We won't go to the film unless they  (arrive) in the next 5 minutes.
5. She  (buy) a new car if she had had the money.
6. If Enrico were me, he  (go) to New York immediately.
7. They will talk to John if he  (come).
8. She comes to work 30 minutes late if her child  (miss) the bus to school.
9. If Jack  (think) twice, he wouldn't have made such a stupid mistake.
10. Katherine  (become) a VIP if she studies hard!
11. If they  (know) all the facts, they would have found the defendant guilty.
12. Unless you  (hurry up), we will never arrive on time.
13. If I were in charge, I  (change) the standard business routines.
14. He takes his daughter out to dinner, if she  (come) to town.
15. If I hadn't known better, I  (trust) him.

#### 4. CONDITIONAL SENTENCES

##### Write the correct tense of the words in brackets

1. If I .....(have) enough money, I .....(buy) a BMW.
2. You .....(feel) better, If you .....(stop) smoking.
3. If I .....(be) you, I .....(do) that.
4. If you .....(come) with us, you.....(have) a very good time.
5. We.....( not go ) camping, If the weather .....( not to be ) good.
6. If I.....( speak ) Russian, I .....( go ) to Moscow.
7. The team .....(lose) the match, If they.....(not practise)
8. Paul.....( not pass) the exam, If he .....( not study).
9. I..... (go) to the cinema tonight if there ..... (be) a good film on.
10. If I ..... (not invite) everybody to the party, I ..... (feel) sorry afterwards.
11. If I ..... (buy) her something expensive, she .....,, (think) that I spend too much money on presents.
12. We..... (go) skiing tomorrow if it..... (snow) tonight.
13. If we..... (cover) our car every night, it ..... (not get) rusty so quickly,
14. If people ..... (exercise) regularly, they ..... (become) stronger and feel better.,
15. The kitchen cupboards ..... (look) nicer when we .....(paint) them white.
16. Even if you ..... (be) late, ..... (wait) for you.
17. If you ..... (drive) so carelessly, you..... (have) an accident.
18. If the weather ..... (turn) cold. we ..... (use) the heater.
19. They .....(not do) their homework if the teacher ..... (not explain) exactly what to do.
20. If you ..... (not eat) breakfast, you..... (be) hungry.

# R

## relative clauses



A **defining** relative clause identifies the noun and gives necessary information about it. It is not enclosed by commas.

*Cyclists who train every day win more races.*

A **non-defining** relative clause gives extra information about the noun, which is **not essential** to the meaning of the main clause and is enclosed by commas.

*John's brother, who has got a spotty face, has won a lot of money.*

The information between the two commas is not relevant to the fact that John's brother has won a lot of money.

**Match and then write the sentences out correctly using *who*, *whose*, *which*, *where* or *that*. One of the definitions is not necessary. Which one?**

- 1 Lived most of his life in America and died in Switzerland. Was born in London in 1889.
- 2 Takes place in a small country where there are a lot of casinos, very dangerous.
- 3 Hot and spicy, an important part of the British diet.
- 4 Wrote novel *Pride and Prejudice*, which has been made into many films. Was born in England 1775.
- 5 Thousands of films have been made there. The directors chose it because of the climate.
- 6 Started in Scotland in the middle ages, is played all over the world.
- 7 Scottish name for a girl, was actually a male dog.
- 8 A brilliant actor, was born in Scotland.
- 9 Means to be in terrible (financial) trouble, very good musicians.
- 10 A popular music channel that was started in Amsterdam.
- 11 Was born on a farm, created many popular cartoon characters.

- a) Jane Austen
- b) *Charlie Chaplin*
- c) Hollywood
- d) The Monaco Gran Prix
- e) Indian food
- f) Golf
- g) Lassie
- h) MTV
- i) Sean Connery
- j) Dire Straits

1. ....
2. ....
3. ....
4. ....
5. ....
6. ....
7. ....
8. ....
9. ....
10. ....
11. ....

## 5. RELATIVE CLAUSES

### 1. Complete these sentences with the correct relative pronoun.

1. Brigitte Bardot is a French actress *who/that* has protested against cruelty to animals.
2. The fox is an animal ..... can be seen in many British gardens these days.
3. Kim is the girl ..... mother used to dance with a boa constrictor!
4. In the street ..... I work there is a branch of the RSPCA.
5. Charlie is the guinea pig ..... bites your finger if you aren't careful.
6. Mrs Foster is the lady ..... garden was destroyed by rabbits.

### 2. Circle the relative pronouns you could omit in these sentences.

1. The girl that we were talking to keeps a pet snake.
2. Is that the woman who threw stones at the farmers?
3. The book which I bought yesterday is about animals in danger of extinction.
4. My friend Sally is the girl whose mother teaches zoology at the university.
5. Do you remember the people who made so much noise in the street last night?
6. Have you seen the tin where I keep silkworms?

### 3. Join each pair of sentences with a defining relative clause. Omit the pronoun where possible.

1. Last week I bought a book. It was written 300 years ago.  
*Last week I bought a book which/that was written 300 years ago.*
2. This is the magazine. I found an article about how young gorillas learn in it.  
.....
3. I like people. Well, only if they are friendly and honest.  
.....
4. I didn't know the girl. I talked to her at the bus stop.  
.....
5. She hasn't given me back my book. She borrowed it from me last month.  
.....
6. Have you seen John's mobile phone? He left it here on Saturday.  
.....

### 4. Join these sentences using a non-defining relative clause.

1. The bus was full of noisy school children. It broke down at the top of the hill.  
*The bus, which was full of noisy school children, broke down at the top of the hill.*
2. His grandparents bought him a present. He wanted a silver mountain bike.  
.....
3. Her book was published last year. It became an instant best-seller.  
.....
4. A strange old lady lives next door. She is watching you again.  
.....
5. The shoes were the first ones I tried on. I finally bought them.  
.....
6. The dog barks all the time. Its owner is never home.  
.....

# R

## eported speech

### Questions and offers

- Questions are asked using interrogative words such as *who, what, where, when, why, how much/many*, etc. They are reported with *asked + question word*.  
The word order changes back to that of a statement.

"What do you want?" becomes *S/he asked me what I wanted*.

"Where are you going tonight, John?" asked Tim.

*Tim asked John where he was going that evening.*

- Offers are reported using *if*.

"Would you like a cup of coffee?" becomes *S/he asked me if I wanted a cup of coffee*.

### 1 Change these questions and offers into reported speech.

- "Did you go to Sam's party?" Susan asked.  
*Susan asked me if I went to Sam's party.*
- "Why have you painted your room black and purple?" shouted Tom's mother.  
.....
- "Would you like to come skating with us, Martin?" said Mark.  
.....
- "Would you like some help with your physics homework?" said Tom's brother.  
.....
- "How much did your new skateboard cost?"  
.....
- "Where is my red belt?" I asked her.  
.....
- "Would you like me to call a taxi for you?" offered the hotel receptionist.  
.....
- "Mike, how much is your mountain bike insured for?"  
.....
- "Let me help you with the washing-up."  
.....
- "When did they get married?" she asked me.  
.....

### 2 Change these sentences into direct speech. Remember to use the correct punctuation marks.

- The teacher asked us to do exactly what she said.  
*"Please do exactly what I tell you."*
- His father asked him to switch off his mobile phone during meal times.  
"Please .....
- George invited Mary to his party.  
"Mary, .....
- The swimming pool attendant warned the boys about jumping in at the shallow end.  
"Don't .....
- Mary suggested Peter ask his parents for advice.  
"Peter, why don't you .....
- The bus driver told them the bus had broken down.  
"I'm sorry .....
- The teacher reminded that there would be a test on reported speech.  
"Don't .....
- She offered to help me with my homework.  
"Would .....



## 6. REPORTED SPEECH

### 1. Write these statements in reported speech.

1. 'I didn't go to the cinema with them,' Pete said.

*Pete said (that) he hadn't gone to the cinema with them.*

2. 'I may go swimming later', said Julie.

.....

3. 'My house was robbed last week', Maria told us.

.....

4. 'Get out of bed!' my mum said to me.

.....

5. 'Can I open the window?' he asked.

.....

6. 'Why didn't you tell me?' Sarah asked John.

.....

### 2. Write these reported statements in direct speech.

1. Raquel told me she had seen the football match.

*'I saw the football match', Raquel said to me.*

2. Lisa said she had enjoyed the concert.

.....

3. Phillip told us he might go skiing at Christmas.

.....

4. Susan asked Kate where she had been the night before.

.....

5. My dad told me to tidy up my room.

.....

6. Mary asked me if she could borrow my car.

.....

### 3. Rewrite these sentences using the reporting verbs in brackets.

1. 'Don't run across the road; it's dangerous,' said Russell to the children. (warned)

*Russell warned the children not to run across the road because it was dangerous.*

2. 'Why don't you want to go out with him?' Sue asked me. (ask)

.....

3. 'I will come to the party; don't worry,' Jim said. (promise)

.....

4. 'Let's buy a new computer,' said Francis. (suggest)

.....

5. 'Alright, I'll do the shopping,' said Graham. (agree)

.....

6. 'I didn't finish the project on time,' said Jill. (admit)

.....

# C

## omparison

### 1. Match the two halves of these comparative sentences

- |   |                                     |
|---|-------------------------------------|
| 1. The more you study,                      | a) the more money you'll spend.     |
| 2. The sooner we leave,                     | b) the better you'll feel.          |
| 3. The more people you invite to the party, | c) the better the marks you'll get. |
| 4. The healthier your diet,                 | d) the fitter you look.             |
| 5. The more you work out at the gym,        | e) the faster we'll get there.      |
| 6. The older he gets,                       | f) the wiser he thinks he is.       |

1. *The more you study, the better the marks will be.*
2. ....
3. ....
4. ....
5. ....
6. ....

### 2. Complete these sentences using the adjective in brackets and the comparative structure ... and ...

1. Travelling to foreign countries is becoming *more and more popular*. (popular)
2. The ozone layer is getting ..... (small) and the hole in the ozone layer is getting ..... (big).
3. As we were about to take off, the fog got ..... (thick)
4. His cough has got ..... (bad) since he started smoking again.
5. As the music got louder, my headache got ..... (painful)
6. He has been feeling ..... (good) since he took up golf.
7. As the lesson went on, I was getting ..... (interested) in the subject.

### 3. Complete the sentences below with *as if* / *as though* and an appropriate ending from the box.

... the end of the world had come.	... we had known each other forever.
... you have caught the flu.	... we have got mice in the house.
... I am living in Alaska.	

1. You are shivering and you have a temperature.  
You look *as if you have caught the flu*.
2. There was a terrible explosion and then everything went silent.  
It seemed .....
3. I'm really cold.  
I feel .....
4. Can you hear that scratching noise?  
It sounds .....
5. We had just looked at each other, and it was .....





